

**King County Weight Watchers at Work®**  
**2017 Healthy Incentives<sup>SM</sup> Program Attendance Form**

Participant name: \_\_\_\_\_

Healthy Incentives ID (*Required. See page 2 for instructions*): \_\_\_\_\_

Participant phone: \_\_\_\_\_

Participant email address: \_\_\_\_\_

	Meeting location	Date	Meeting leader	Meeting leader's signature
1.				
2.				
3.				
4.				
5.				
6.				

My proof of payment is paying through the King County Weight Watchers® portal

\_\_\_\_\_

(Initial here if this is your proof of payment)

### **Weight Watchers as an Individual Action Plan**

Congratulations for choosing an effective weight management program as your 2017 Healthy Incentives<sup>SM</sup> Individual Action Plan. In order to get credit for completing the requirements of the Weight Watchers at Work<sup>®</sup> individual action plan, tracking and verifying your meeting attendance on this form is critical. Participants who select the Weight Watchers program as their Individual Action Plan must attend a total of 6 meetings between February and July, 2017.

#### **How to use this form:**

1. Fill in the top of the form including your Healthy Incentives ID which was provided to you in the introductory letter sent to your home in January. You can also obtain your Healthy Incentives ID by calling King County Benefits, Payroll, and Retirement Operations at 206.684.1556 or you can look it up in PeopleSoft self-service by going to "PeopleSoft>>Self Service>>My Benefits>>Healthy Incentives ID".
2. Bring this form to each of your Weight Watchers meetings and have your team leader sign and date the form after each meeting.

**At Work:** Once you attend all 6 required meetings, submit your form to your team leader who will provide the form to King County. Make sure to retain a copy of your form for your records.

**Community Meetings:** After you attend 6 meetings, submit your attendance sheet and proof of payment (copy of monthly pass, receipt or sticker from Weight Watchers, bank statement) to Kent County Benefits, Payroll, and Retirement Operations, [KC.Benefits@KingCounty.gov](mailto:KC.Benefits@KingCounty.gov), or CNK-ES-240, or 401 5<sup>th</sup> Avenue, Room 240, Seattle, WA 98104. Make sure to retain a copy of your form for your records.

**Lifetime Members:** After you attend 6 meetings, submit your attendance sheet and booklet to King County Benefits, Payroll, and Retirement Operations, [KC.Benefits@KingCounty.gov](mailto:KC.Benefits@KingCounty.gov), or CNK-ES-240, or 401 5<sup>th</sup> Avenue, Room 240, Seattle, WA 98104.